

Error Received...	How to Correct...
File Format Invalid (Invalid Record Type)	The file that you have selected <b>does not meet</b> the NAUPA II requirement. Our online reporting system is <b>will not accept files</b> that include the extensions <b>.HDE, .XLS, non formatted .txt file, .pdf, etc</b>
The Name Of The Company Must Be Entered	<b>Enter</b> the name of your company in the <b>Company</b> field.
The Company Fein Must Be A Valid Entry	<b>Enter</b> your company's nine digit tax identification number in the <b>FEIN</b> field
Location Country For Holder Company Must Be Entered	<b>Select</b> the <b>Reporting Holder ID</b> number located next to your company name. <b>Select Modify this Holder Record.</b> <b>Click</b> the drop down box next to Country. <b>Select</b> the appropriate country where your company is located. <b>Click Modify the Holder.</b>
The City In Which The Company Is Located Must Be Entered	<b>Select</b> the <b>Reporting Holder ID</b> number located next to your company name. <b>Select Modify this Holder Record.</b> <b>Enter</b> the city and state where your company is located. <b>Click Modify the Holder.</b>
You Did Not State Whether Or Not You Are A Medical Provider	<b>If your company provides any type of medical service</b> to individuals you will need to <b>select Yes</b> .  <b>If your company does not provide</b> any type of medical service you will need to <b>select No</b> .
The Holder Type Selected Is No Longer Valid	<b>Select</b> from the drop down box the entry that best represents your company.
Owner Was Marked Unknown But Owner Fields Were Not Empty	If Owner Type: <b>Unknown</b> is selected, all owner fields <b>must be left blank</b> .  If you have additional information, please include it in the <b>owner's notes section</b> .
Owner Was Marked Aggregate But Owner Fields Filled	If Owner Type: <b>Aggregate</b> is selected, all owner fields must be left <b>blank</b> .
Owner Company Name Must Be Blank For Type Individual	If Owner Type: <b>Company</b> is selected, Company's Name must be filled out and Last Name, First Name, Middle Name, and Suffix must be left blank.
At Least A Last Name Must Be Entered For The Owner	If Owner Type: <b>Individual</b> is selected, <b>the Last Name</b> field must be filled out.

There Was Multiple Owners Marked With A Pr Relationship Code	Only <b>one owner</b> can have a First Owner (PR) relationship code. <b>Select Return and Fix Entries.</b> <b>Relationship to Owner:</b> Choose a code that is not PR <b>Click Modify the Owner.</b>
Account Number Matches Tax Id Field	Tax ID Numbers (SSN/FEIN) <b>must not</b> be entered in Account Number Fields. If the account number is the same as the Tax ID Number, the <b>account field</b> will need to be <b>deleted and left blank.</b>
The Tax id For Owner Must Be Empty Or 9 Digits	The Tax ID (SSN/FEIN) must be a <b>valid</b> nine digit number.
A Valid Property Type Must Be Selected	Select the <b>Choose Type Code</b> link under Properties and select from the list of NAUPA recognized codes.
The Remitted Amount Must Be Over \$0 For This Type Property	<b>Verify</b> that the dollar amount for the property was entered.
The Report Total Does Not Match The Property Total	<b>Verify</b> the <b>total dollar amount</b> that you are anticipating on remitting to the state with the total dollar amount of the property that has already been entered.
Stock Delivery Method Was Not Selected	When entering a Securities/Stock NAUPA Code and shares are being reported a <b>Stock Delivery Method</b> needs to be selected. <b>Select Return and Fix Entries.</b> Scroll down. <b>Select Stock Information Entry.</b> Find <b>Delivery Method.</b> <b>Click</b> the drop down box. <b>Select appropriate method.</b> <b>Click Done</b> entering all information for this property.
The Property Type Requires Entry Of Stock Information	The NAUPA Code selected for your report <b>requires stock information</b> including Issue Name, Cusip, Shares Reported, and Delivery Method. NAUPA Codes that require this information include: SC08- Shares of Stock (Post Office Return) SC10- Unexchanged Stock of Successor Corp SC11- Other Certificate of Ownership SC12- Underlying Shares/Outstanding Cert. SC15- US Government Securities SC16- Money Markets/Mutual Funds SC19- Dividend Reinvestment Plan (DRP)
The Number Of Shares To Report/remit Must Be Entered	The <b>NAUPA code</b> selected <b>requires shares.</b> <b>Enter</b> the shares for this property or <b>change</b> the Property Type Code.
An Inventory Item Description Must Be Entered	<b>Enter</b> a description in the <b>Safe Deposit Box Inventory Section</b>